

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**

A regular meeting of the Mendocino-Lake Community College District Board of Trustees was convened on Wednesday, June 12, 2019 at Mendocino College Lake Center, 2565 Parallel Drive, Lakeport, CA.

GENERAL MATTERS

Call to Order & Pledge of Allegiance Trustee Pinoli, Board President, called the meeting to order at 4:02 PM which was followed by the Pledge of Allegiance led by Trustee Geck.

<i>Board Members</i>	President	Robert Jason Pinoli	present
	Vice President	Marie L. Myers	present
	Clerk	Ed Nickerman	present
	Trustee	Paul Ubelhart	absent
	Trustee	Xochilt Martinez	present
	Trustee	Dave Geck	present
	Trustee	John Tomkins	arrived at 4:05 pm
	Student Trustee	vacant	

Secretary Arturo Reyes, Superintendent/President

Support Staff Mary Lamb, Executive Assistant to the Superintendent/President

Staff Representatives Debra Polak, Vice President of Academic Affairs (present)
Eileen Cichocki, Assistant Superintendent/Vice President of Administrative Services (present)
Ulises Velasco, Vice President of Student Services (present)
Nicole Marin, Director of Human Resources (present)

<i>Constituent Representatives</i>	Academic Senate	Catherine Indermill, President (present)
	Classified Senate	Tony Novelli, President (absent)
	Management/Supervisory/Confidential	Matthew Gordon, President (present)

Agenda Approval M/S (Nickerman/Geck) to approve the agenda as presented. The matter was approved via the following vote:

Ayes	Geck, Pinoli, Myers, Martinez and Nickerman
Noes	None
Abstentions	None
Absent	Ubelhart and Tomkins

Minutes Approval M/S (Nickerman/Myers) to approve the minutes of the special Board meeting held on May 15, 2019 as presented. The matter was approved with the following vote:

Ayes	Pinoli, Geck, Martinez, Nickerman, and Myers
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Noes None
Abstentions None
Absent Ubelhart and Tomkins

Public Comments on Closed Session Items • There were no comments from members of the public at this time.

CLOSED SESSION

The Board adjourned to Closed Session at 4:04 PM with Board President Pinoli stating items 2.1, 2.2 2.3 and 2.4 will be discussed in closed session.

OPEN SESSION

Report of Action Taken in Closed Session The Board returned to open session at 5:53PM with Board President Pinoli reporting no action taken in closed session.

Public Comments • There were no comments from members of the public.

RECOGNITION OF RETIREES

The Board recognized Karen Christopherson on her upcoming retirement and her years of service to the college. Assistant Superintendent/Vice President Cichocki reiterated her many contributions to the college over the past 30 years.

PRESIDENT AND ADMINISTRATION REPORT

A written report was presented by Superintendent/President Reyes.

Superintendent/President Reyes added information that our equity coordinator is out for an extended period of time. With this in mind, the Director of Institutional Effectiveness, Research and Grants will be assuming those duties. Additionally, upon his return the equity position will be reporting directly to the Director of Institutional Effectiveness, Research and Grants who will be directing this important work.

Enrollments are looking to be close to what we anticipated for Spring. Summer and Fall enrollments are looking strong at this time. The Board requested that an update on enrollments be presented at the August meeting.

At the request of Trustee Geck, Judy Kanavle updated the board regarding the recent Fiesta held at the Lake Center.

Trustee Martinez asked about the success rate of the nursing students that take the NCLX exam and their success.

CONSENT AGENDA

M/S (Tomkins/Nickerman) Board of Trustees does hereby approve the Consent Agenda as presented. The consent agenda was approved with the following vote:

Ayes	Tomkins, Pinoli, Martinez, Nickerman, Geck and Myers
Noes	None
Abstentions	None
Absent	Ubelhart

Items with an asterisk * were approved by one motion as the Consent Agenda.

Personnel

Consideration to approve the personnel list – Short-Term Non Continuing (STNC) Employees

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the employment of the short-term non-continuing (STNC) employees as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.

Consideration to approve the personnel list – Part-Time Faculty

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of part-time faculty as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.

Consideration to approve the list of Volunteers

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of volunteers as presented.

Consideration to approve the personnel list – Classified

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Christina Orozco, Administrative Assistant I effective June 13, 2019; Ben Kohler, Telecommunications Technician, effective July 1, 2019; and Antonio Lombari, Maintenance Technician effective July 1, 2019 pending receipt of all necessary employment eligibility requirements.

Consideration to approve the personnel list – Full-Time Tenure Track Faculty

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Valentina Velazquez-Zvierkova, full-time tenure-track instructor in Spanish effective August 16, 2019 pending receipt of all necessary employment eligibility requirements.

Consideration to renew contracts – categorically-funded faculty

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the categorically funded contracts for Sara Bogner, Director of Physical Therapist Assistant Program, Joseph Munoz, Director of Clinical Education and Apryl Guisasola, Equity Counselor all effective July 1, 2019 through June 30, 2020; and Lidia Sanchez, CAMP Counselor effective July 1, 2019 through October 31, 2019 as presented.

Classified Release During Probation

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the release during probation of a Programmer/Analyst, Senior effective May 31, 2019 as presented.

Other Items

Fiscal Report as of April 30, 2019

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as of April 30, 2019 as presented.

Donations

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donated item from Bill Churchill as presented.

Board of Trustees/Foundation Ad-Hoc Committee

INFORMATIONAL/ACTION ITEM

An update from the ad-hoc committee was presented by Trustee Geck.

Trustee Geck updated the board regarding the joint May 2019 meeting with a recap of the meeting.

There was an agreement to hold a planning workshop with trustees and the foundation directors in the Fall. Trustee Pinoli stated he will reach out to the Foundation to work on a timeline to hold this workshop.

Trustee Geck also stated the ad-hoc committee has now been disbanded with this being its final step in the process.

Board of Trustees Student Housing Ad-Hoc Committee

An update from the ad-hoc committee was presented by Trustee Pinoli where he stated the next meeting will be held in the near future.

2019/20 Tentative Budgets

ACTION ITEMS

Assistant Superintendent/Vice President of Administrative Services Cichocki presented the 2019/20 tentative budget information to the board.

After reviewing the information presented and discussion, the board took the following action:

M/S (Geck/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the proposed 2019/20 Tentative Budgets as presented and shown on Attachments A-1 through I with the following vote:

Ayes	Tomkins, Myers, Pinoli, Geck, Martinez and Nickerman
Noes	None
Abstentions	None
Absent	Ubelhart

Award of Contract – North State Street/Hensley Creek Road Intersection Improvement Project

After reviewing the information presented and discussion, the board took the following action:

M/S (Myers/Geck) that the Mendocino-Lake Community College District Board of Trustees does hereby award the contract for the North State Street/Hensley Creek Road Intersection Improvement Project to Mike Brown Electric in the amount of \$235,600 with the following vote:

Ayes	Tomkins, Myers, Pinoli, Geck, Martinez and Nickerman
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Noes	None
Abstentions	None
Absent	Ubelhart

District Order of Priorities for Five-Year Capital Outlay Plan 2021-2025

After reviewing the information presented and discussion, the board took the following action:

M/S (Geck/Nickerman) that the Mendocino-Lake Community College District Board of Trustees does hereby approve the District Order of Priorities for the Five-Year Capital Outlay Plan, 2021-2025 as presented.

Ayes	Tomkins, Myers, Pinoli, Geck, Martinez and Nickerman
Noes	None
Abstentions	None
Absent	Ubelhart

Rescind Resolution 02-19-01 Regarding Classified Layoffs – Resolution 06-19-01

After reviewing the information presented and discussion, the board took the following action:

M/S (Geck/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt resolution 06-19-01 and directs the Superintendent/President to rescind the lay-off notices previously sent to those individuals currently employed in the HEP and CAMP categorically-funded positions.

Ayes	Tomkins, Myers, Pinoli, Geck, Martinez and Nickerman
Noes	None
Abstentions	None
Absent	Ubelhart

Board Policy Additions and Revisions – Second Reading

After reviewing the information presented, the board took the following action:

M/S (Myers/Geck) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the additions and/or revisions to Board Policy 1200 and Board Policy 3430 as presented with the following vote:

Ayes	Tomkins, Myers, Pinoli, Martinez Geck, and Nickerman
Noes	None
Abstentions	None
Absent	Ubelhart

Big Picture – Student Success and Staff Diversity Information

Director of Institutional Effectiveness, Research and Grants presented the board with information regarding student success and the diversity of our staff versus the diversity of our student population, our state and the nation.

INFORMATIONAL REPORTS

Mendocino College Foundation, Inc. A written informational report was submitted by Katie Fairbairn, Executive Director of the Mendocino College Foundation. She also introduced Mr. Tom Dow who is the current Foundation Vice President and will becoming the next Foundation President in December 2019.

Friends of the Mendocino College Coastal Field Station and Natural Sciences affiliate A written informational report was submitted by Dr. Steve Cardimona, Professor of Earth Science.

Constituents Group Reports **Academic Senate**
A written report was submitted by Academic Senate President Catherine Indermill. She added this was the first time in the history of the Academic Senate that elections were held electronically thanks to Doug Browe.

Classified Senate
A written report was submitted by Classified Senate President Tony Novelli.

College and Career Access Pathways (CCAP) Partnership Agreements – First Reading An overview of the College and Career Access Pathways (CCAP) Partnership Agreements were presented by Vice President Polak as information. Voting on the final version of these agreements will take place at the August 2019 board meeting.

TRUSTEE COMMUNICATION

Trustee Reports Trustees commented orally on their recent college-related activities.

Trustee Martinez thanked the staff for the information shared during the meeting.

Trustee Geck thanked the Director of Institutional Effectiveness, Research and Grants for her informative presentation.

Trustees Myers, Tomkins, Nickerman and Pinoli all commented on the beautiful and moving commencement ceremony.

Future Agenda Items Future agenda items discussed and approved by the board members are as follows:

- There were no items presented

Adjournment With agenda business concluded, Board President Pinoli declared the meeting adjourned at 7:18 PM.

Submitted by:
Arturo Reyes, Superintendent/President
Secretary, Board of Trustees